

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS  
OF SAN BERNARDINO COUNTY, CALIFORNIA  
AND RECORD OF ACTION**

**35**

**March 23, 2004**

**FROM:**           **DAVE GIBSON**, Director  
                            Facilities Management Department

**SUBJECT:**       **INCREASE PURCHASE ORDER FOR WATER HAULING SERVICES**

**RECOMMENDATION:** Authorize the Purchasing Agent to increase Purchase Order #Z0478 for an additional \$17,000 to Phillips Construction for a total of \$42,000 for the continued provision of water hauling services for the County buildings located at the Needles Airport.

**BACKGROUND INFORMATION:** Pursuant to County Policy 11-05, departments are required to seek Board of Supervisors approval when contracting for services with any one vendor in excess of \$25,000 per fiscal year. To date, the Facilities Management Department has paid \$23,920 to Phillips Construction for water hauling services.

The increase of costs for this vendor is needed to continue water-hauling services to provide water to the County Departments located at Needles Airport. Without this water hauling service, the health and safety issues created will force a closure at these County facilities. Although the local area in Needles has presented challenges to find qualified vendors, the Facilities Management Department was able to solicit proposals from 3 qualified vendors. The lowest proposal is from Phillips Construction General Engineering Contractor who charges \$65 per hour with a four hour minimum each time they deliver. Based on historical usage, this equates to approximately \$42,000 per year. The Transportation Operation Division of the Public Works Group was solicited and declined to bid due to prior equipment and personnel commitments. The third proposal is from ECS Company for \$206.67 per truckload of 4000 gallons of water (approximately \$62,000 per year). The requested increase in the purchase order will cover anticipated 2003-04 expenses for water hauling services at these Needles locations.

Architecture and Engineering is currently in the design phase of drilling a new well at this location and they anticipate project completion by summer 2004. Upon completion of this well project, the water haul services will no longer be required and will be terminated.

**REVIEW BY OTHERS:** This item has been reviewed as to legal form by County Counsel (Dawn Stafford, Deputy County Counsel, 387-5471) on March 10, 2004; reviewed by Purchasing (Aurelio De La Torre, Director, 387-2074) on March 10, 2004; and the County Administrative Office (Lynn Chacon, Administrative Analyst, 387-5426) on March 12, 2004.

**FINANCIAL IMPACT:** There are sufficient appropriations in the 2003-04 Facilities Management Utilities budget (AAA UTL UTL) to cover the additional \$17,000 of this purchase order.

**COST REDUCTION REVIEW:** The County Administrative Office has reviewed this agenda item, concurs with the department's proposal, and recommends this action based on the need to provide water for county buildings at the Needles airport.

**SUPERVISORIAL DISTRICT:** First

**PRESENTER:** Dave Gibson, Director 387-2230

**Record of Action of the Board of Supervisors**